

SUBCONTRACTING ON CONSTRUCTION PROJECTS

with the Washington State Department of Transportation

—○ WHEN & WHERE:

OCTOBER 27, 2015

2:00 pm to 5:00 pm

WSDOT Northwest Region

Cafeteria Conference Room

15700 Dayton Avenue North

Shoreline, Washington 98133

OCTOBER 28, 2015

3:00 to 5:30 pm

WSDOT Eastern Region

Spokane County Conference Room

2714 North Mayfair Street

Spokane, Washington 99207

—○ WHAT:

USDOT's Small Business Transportation Resource Center has partnered with WSDOT's Headquarters Construction Division and the Office of Equal Opportunity to provide an important workshop for your company about the contracting and subcontracting process with WSDOT. This class will prepare your company to work more successfully with WSDOT, increase your knowledge regarding our contractual requirements, and help you understand how to be paid in a prompt fashion.

Complying with state and federally funded public works contracts is fairly complicated. This workshop will help you understand your rights and obligations under the contract. Knowing the contract requirements will help you with a more successful contracting experience. In this class you will have an opportunity to learn about the basic elements of a WSDOT contract and what you need to do from before you bid to when the contract is closed out. Topics include:

- Bidding Requirements
- Buy America
- Materials Documentation
- Certified Payroll and Prevailing Wages
- Schedules
- Change Order Process
- Invoicing and Payment
- Liens
- Materials on Hand
- Lower Tier Subcontractors

—○ **Registration for this workshop is required.** To register, please email DBESS@wsdot.wa.gov by October 23rd. If you have any questions, please contact [Jackie Bayne at 360.705.7084](tel:360.705.7084).



Americans with Disabilities Act (ADA) Information: This material can be made available in an alternate format by emailing the Office of Equal Opportunity at wsdotada@wsdot.wa.gov or by calling toll free, 855-362-4ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

Title VI Statement to Public: It is the Washington State Department of Transportation's (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT's Office of Equal Opportunity (OEO). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OEO's Title VI Coordinator at (360) 705-7082.

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